

# ASSOCIATED STUDENTS' BUDGET

MONTANA STATE UNIVERSITY  
1958-1959

The budget allocations for the year 1958-59 are on a percentage basis with an estimated activity-fee paying enrollment of 2800 students with an activity fee of \$10.00 a quarter. However, should enrollment of activity-fee-paying students be greater than 2800, the budgets of Band, Debate and Oratory, Dramatics, Inter-collegiate Sports for Women and Rifle Team will be frozen at the total<sup>amount</sup>/estimated for 2800 students, and the remainder will be placed in the General Fund.

As a result of conferences and consultations with each group included in the budget and after careful consideration of previous financial operations, this committee has prepared the attached budget, with recommendations, explanations, and provisions as follows:

ATHLETICS - The annual allocation for intercollegiate athletics shall be 50% - of which 2% shall be used for accounting purposes of the athletic program. We recommend that this preceding clause be included in each succeeding budget which allocates 50% to athletics. The allocation to the Accounting Office was reduced during 1955-56, by 2%, but with the 2% to be received from the Athletic allocation, the net appropriation from student fees would be the same as during the period 1951-52 through 1954-55. Since the third alternative for retirement of the Field House Bonds is a pledge of 50% of the Student Activity Fee, the change was effected to comply with this agreement.

During 1956-57, intercollegiate skiing became a major sport under the control of the Athletic Department. Therefore, it is specified that during 1958-59, skiing shall be included within the Athletic Department Budget, and that the Athletic Department installments of \$750.00 (which had previously been allocated to intercollegiate skiing or the ASMSU Student Loan Fund) on the \$7500 loan made in 1953 be deferred for one year. Payments will be resumed during the 1959-60 fiscal year and will continue until the debt is cleared. The \$7500 loan was made

by ASMSU to the Athletic Department for entrance fees when MSU became a member of the Skyline Athletic Conference. --- "In pursuance to Central Board minutes of December 9, 1954, Athletic Board will pay back to the ASMSU General Reserve Fund in Minimum installments of \$750.00 per year for a maximum period of ten (10) years, the first payment to be made during the 1954-55 fiscal year. However, it is specified that during the 1954-55 fiscal year \$750.00 be budgeted for participation in intercollegiate skiing and that any amount so expended be offset against the re-payment of the loan for that year." The above quotation has been taken from the 1954-55 Associated Students Budget. This was complied with during the year 1954-55, 1955-56 and 1956-57.

ACCOUNTING - The 1958-59 budget allocation will be 4.5; however, the additional 2% to be received from the Athletic allocation for accounting purposes will result in the same amount appropriated prior to 1955-56.

ACTIVITIES BOARD - The budget allocation for 1958-59 will be 0.6. This board was originated during 1955-56 to organize and supervise student activities. Due to lack of student participation and resultant financial losses, Community Concert, Games, and Movies are not included in 1958-59 Activities Board budget.

It is recommended by Budget-Finance Committee to Activities Board and Dance Committee that before 'Big Name' entertainment is contracted, it should have the approval of Budget-Finance Committee and Central Board. 1957-58 Budget-Finance recommends to 1958-59 Budget-Finance and to Central Board that if during the 1958-59 student year, Activities Board can show a need for and a practical program of expansion of student activities, they should be given serious and careful consideration for an additional allocation.

ASSOCIATED WOMEN STUDENTS - The 1958-59 budget allocation will be 1.2%.

ASMSU STUDENT LOAN FUND - In view of the fact that during the 1957-58 year the ASMSU Student Loan Fund has risen to a total of approximately \$5000, there will be no student funds added to that total during the 1958-59 year.



The committee would recommend to future Budget-Finance Committees and Central Boards that the availability of other student loan funds be given serious attention before any additional funds are allocated to the ASMSU Loan Fund.

BAND - The budget allocation for 1958-59 will be 2.2%. A 1% increase in student allocation to Band was requested and denied for a number of reasons. - Scholarships to members of the marching band (totaling \$500) are not in keeping with the purposes of the Activity Fee. It was the opinion of the committee that a \$210 increase in awards and emblems should be deferred until next year when the expenditure for uniforms and alterations might not be so great. It is also recommended that the \$900 item labeled 'Other Travel' be transferred to 'Travel to Football Games' in anticipation that the University administration would financially support a band in-state publicity tour. If this is done, Band will be allowed to carry \$900 into the next year and add it to a similar item in the following year's budget and thereby be financially able to travel to an out-of-state football game. If the University administration does not lend financial aid to in-state band travel for the 1958-59 year, serious consideration should be given to allow the band to use that \$900 for in-state publicity travel.

During 1956-57 a reserve for Band Instrument and Equipment was set up from excess Kaimin surplus. All existing Kaimin surplus in excess of \$2500.00 on June 30, 1956 was transferred to this fund. Each year for the next three years after 1955-56 one-third of the initial amount in this fund will be transferred to a Band Instrument and Equipment Fund by the ASMSU Business Manager. Expenditures from this operating fund will be made in the manner prescribed in the 1955-56 budget recommendation. "Expenditures from this fund shall be made only upon recommendation from the director of Bands, subject to the approval of Central Board. After such approval, orders for new instruments and equipment shall originate with the School of Music through the regular University requisition system. Invoices covered by such requisitions will be paid for, one-half from this fund and

at least one-half from the University School of Music Budget." Any "end of year" balance remaining in this operating fund will be carried over and will be available the following year. The above paragraph regarding band instruments has been taken from subsequent Central Board Budgets and is included here for reference. The balance in the fund is \$1103.14, and should be depleted in the fiscal year 1958-59.

DEBATE AND ORATORY - The budget allocation for 1958-59 will be 2.4%. The percentage of allocation was decided upon after considerable discussion and separate interviews with two members of the debate team and Professor McGinnis. There were a number of items that the committee felt could be pared, either totally or in part, from the proposed budget. For instance:

Office Supplies and Expense reduced from \$100 to \$50.  
 Two hundred dollar loss in hosting the Northwest Speech Tournament. No justification for paying the TKA memberships when membership in other campus honoraries is paid by the members themselves. - \$100.  
 Fifty dollar awards item could not be satisfactorily explained by Dr. McGinnis.  
 Thirty-two dollars for Pictures and Frames was not justified.  
 One-hundred dollars could be pared from the Out-of-State travel and a share of those expenses paid by those traveling. The reasoning for this was that the experience gained was directly benefiting those people and the amount of goodwill and publicity for the University gained from out-of-state trips was not proportionate to the cost to the students. This is felt to be in keeping with the approximate amount spent in travel, etc. by members of other ASMSU sponsored organizations.  
 Two-hundred dollars in capital expenditures will not be allowed.

The committee recognizes the need for out-of-state travel and does not wish to imply that it wants the number of memberships in speech and debate tourney's decreased, but would ask that the Debate and Oratory Association give greater consideration to a tour of Montana High Schools, giving publicity to the University and hoping to induce more of the top students to complete their higher education in the state.

DRAMATICS - The budget allocation for 1958-59 will remain 3.8%.



GENERAL FUND - The 1958-59 budget allocation will be 7.7%. To be included (along with regularly budgeted items) in the General Fund is a \$1000 allocation for underwriting the Visiting Lecturers Committee. It is anticipated that \$500 for an in-state Jubilee tour and a like amount for an in-state A Capella Choir tour will be included in the budget of the University administration. However, if funds are not budgeted by the administration, serious consideration should be given by Budget-Finance Committee and Central Board to sponsor publicity tours of this nature. These funds should be budgeted from the General Fund Budget, rather than the Publicity-Travel Committee Budget.

It is also recommended that in view of the fact that few law students pay an activity fee while in Law School, the Law School Moot Court Team be encouraged to find other funds to finance their trips. It is recognized by the committee that valuable publicity has been derived for the University and the Law School from past accomplishments of these teams, but it is the opinion of the committee (this is also recognized by President McFarland) that sponsorship of teams of this nature, though commendable, is not the duty of the student body.

The General Fund allocation is increased with the hope that it may, during the next year, be advantageously used for University publicity. It is with the realization that student activity fee revenue is not originally intended for this purpose that we advise the afore-mentioned expenditure. It is the opinion of the committee that this area (publicity and public relations), which in the past has been neglected or ill-handled, must be developed to the fullest degree during the next year if MSU is to continue to receive its share of top-flight Montana high school graduates. It is also evident to the committee that the students must shoulder the responsibility for such a program.

1957-58 Budget-Finance Committee urges Central Board, '58-59 Budget-Finance Committee and particularly ASMSU Publicity-Travel Committee to make every effort to assist and entertain high school students while they are guests of the University

on the campus, rather than placing such a great degree of emphasis on and confidence in the 'College and Career Days' program. It is felt by the committee that 'on-campus publicity', as mentioned in the Publicity-Travel budget explanation, will be more economical to the student body, will generally reach the type of student desired, and will have a greater impact on that student.

The balance remaining in this fund as of June 30, 1958, after allowances for outstanding obligations, shall be transferred to the ASMSU Reserve Fund.

INTERCOLLEGIATE SPORTS FOR WOMEN - The 1958-59 budget allocation will be 0.4%. It is recommended that an Intercollegiate-Sports for Women Board shall again be appointed by the chairman of the Women's Physical Education Department to administer this fund. This board should include two students representing each of the following: skiing, swimming, and tennis. Also included on this board should be a faculty member of the Women's Physical Education Department and a female member of Budget and Finance Committee.

INTRAMURAL SPORTS FOR MEN - The 1958-59 budget allocation will remain 2.5%. No salaries to managers will be paid from this fund, and it shall be administered by the Intramural Sports Board. No permanent equipment shall be purchased without specific permission of Central Board.

Budget and Finance Committee commends Mr. Chinske for his efforts to acquire the best equipment and present an adequate program at a minimum of cost.

MONTANA KAIMIN - The budget allocation for 1958-59 will be 8.5%. The reason for the .5% increase is an estimated \$1150 decrease in national and local advertising revenues. According to information received by the committee, decreased advertising revenues are part of a national trend and there is little that can be done by our Kaimin staff to offset this. It is expected that the number of column inches of advertising carried will decrease, proportionate to the .5% increase in allocation.



PUBLICITY-TRAVEL - The 1958-59 budget allocation will be 1.0%. The decrease in the Publicity-Travel budget is due to the inclusion of travel expenses for the Jubileers and the Moot Court Team in a budget to be presented to the University administrative officials. (These two groups have previously been financed by Publicity-Travel) If funds are not budgeted by the administration for travel of Jubileers and other groups of a like purpose, they will not be sponsored by ASMSU Publicity-Travel Committee, but should be given consideration by Budget-Finance Committee and Central Board, and funds (if granted) should be budgeted from the General Fund.

1958-59 Publicity-Travel committee must concentrate their efforts on informing, assisting and entertaining high school and alumni groups while they are on campus. The Science Fair, Music Festival, Interscholastic, and Alumni Booster Nights are recommended areas of endeavor. Note should also be taken of the many grade and high school groups who wish to tour the campus. This should be encouraged by communications with school administrators and the red carpet rolled out for these groups. It should be noted that High School Week at Silo Tech seems to be very effectively run and many good students are duly impressed. These students should be given an equal opportunity to see what the University has to offer in higher education.

Publicity-Travel funds will not be reallocated to other campus organizations. Such expenditures formerly allocated by Publicity-Travel will be allocated from the General Fund.

RIFLE TEAM - The budget allocation for 1958-59 will again be 0.9%. A complete financial report prepared by the team captain will be submitted to the Auditor of Student Accounts after each meet.

SENTINEL - The budget allocation for 1958-59 will be 12.2%. Due to expiration of the prepayment (from the Sentinel reserve) on printing costs with printing of the 1957-58 Sentinel and the earlier reduction in Sentinel allocation (approximately

1%) during the years when the prepayment was in effect, the Sentinel allocation has been increased 1%.

Any balance remaining in the 1956-57 accounts as of June 30, 1958 shall be transferred to the Sentinel Reserve.

No expenditures may be made from the Sentinel Capital Expenditures Fund or the Sentinel Reserve without authorization from Central Board.

VENTURE - The budget allocation for 1958-59 will be 1.2%. If anticipated advertising revenue is not available during the next year, an additional allocation may be necessary to cover printing costs.

WOMEN'S RECREATION ASSOCIATION - The 1958-59 budget allocation will be .9%. Since, according to information received by the committee, most of the equipment bought by WRA reverts to the Women's Physical Education Department after a season of use, and there seems to be little depreciation on much of this equipment, Budget and Finance Committee urges the Women's Physical Education Department to purchase the equipment and loan it to WRA.

The committee suggests that the WRA program be reevaluated and an attempt be made to interest more groups in the program. It also seems that the Women's Physical Education Department must give more cooperation and supervision if the the program is to be effectively continued. Continuity and adequate records seem to be lacking.

The committee suggests that the trampoline that was to have been bought is not an appropriate expenditure of student funds and should be purchased by the Women's Physical Education Department.

No permanent equipment shall be purchased without specific permission of Central Board. It should be noted that this organization's reserve is for the purchase of athletic equipment, subject to approval by Central Board.

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Except as otherwise provided herein, any balance remaining in the accounts of student-supported organizations after all debts are paid will remain in these accounts.

All organizations that receive funds for their operation from the Students Activity Fee are instructed to use requisitions for major purchases. If this policy is not abided by and the organization runs into financial trouble due to purchases, strict penalties will be placed on that organization. The organization's financial manager is to see that this policy is abided by and is the only one who has authority to sign a requisition.

For a detailed budget of all funds authorized for expenditures herein, reference should be made to the individual budget of each organization. It is also recommended that each organization appoint a treasurer or business manager to be responsible for the proper spending of such appropriations.

The director or manager of each activity receiving an appropriation as provided herein shall submit for approval to the Auditor of Student Accounts and the ASMSU Business Manager a detailed budget request on a form provided by the Student Accounting Office before June 10, 1958. No funds authorized for expenditure under this budget shall be expended until such approval is granted.

Respectfully submitted,

BUDGET AND FINANCE COMMITTEE

Bob Higham, Chairman  
 Audrey Stephenson, Secretary  
 Konnie Feig  
 Deanna Evans  
 Collette Gergurich  
 John Melton  
 Boyd Roth  
 Jerry Agen  
 Shelby Patrick  
 Paul Ulrich  
 Bill Pierce  
 Bob Bruce  
 Roland Pederson  
 Bob Dundas, Adviser and Auditor  
 of Student Accounts

Approved by Budget and Finance  
 Committee, May 3, 1958

Approved by Central Board,  
 May 4, 1958

## ASSOCIATED STUDENT'S BUDGET

## MONTANA STATE UNIVERSITY

1958-1959

|                                | <u>Per Cent</u> | <u>Per Student<br/>Per Year</u> | <u>Estimated<br/>Amount</u> |
|--------------------------------|-----------------|---------------------------------|-----------------------------|
| Athletics                      | 50.0%           | \$15.00                         | \$42,000.00                 |
| Accounting                     | 4.5%            | 1.35                            | 3,780.00                    |
| Activities Board               | .6%             | .18                             | 504.00                      |
| Associated Women Students      | 1.2%            | .36                             | 1,008.00                    |
| Band                           | 2.2%            | .66                             | 1,848.00                    |
| Debate and Oratory             | 2.4%            | .72                             | 2,016.00                    |
| Dramatics                      | 3.3%            | 1.14                            | 3,192.00                    |
| General Fund                   | 7.7%            | 2.31                            | 6,468.00                    |
| Intercollegiate Sports - Women | .4%             | .12                             | 336.00                      |
| Intramural Sports - Men        | 2.5%            | .75                             | 2,100.00                    |
| Montana Kaimin                 | 8.5%            | 2.55                            | 7,140.00                    |
| Publicity-Travel               | 1.0%            | .30                             | 840.00                      |
| Rifle Team                     | .9%             | .27                             | 756.00                      |
| Sentinel                       | 12.2%           | 3.66                            | 10,248.00                   |
| Venture Magazine               | 1.2%            | .36                             | 1,008.00                    |
| Women's Recreation Association | <u>.9%</u>      | <u>.27</u>                      | <u>756.00</u>               |
|                                | 100.0%          | \$30.00                         | \$84,000.00                 |



Central Board Minutes  
June 3, 1958

The meeting was called to order by the president, Larry Pettit. The minutes were read and approved.

MODEL UN:

Ken Robison asked that we give the International Relations Club the authority to carry on the Mock United Nations program for our campus. Martin so moved, Beller seconded, and it passed 13-0.

INTERSCHOLASTIC:

Werner brought up the fact that many high school students go home from Interscholastic with unanswered questions about the University. Perhaps we could devote a part of the Interscholastic program to answering their questions and acquainting them with the different departments in the University. It was also suggested that we have something similar to High School Week at NSC at the time of the Teacher's Convention. Pettit asked Stanchfield and Werner to go to the Public Relations Board meeting and discuss this.

BUDGET FINANCE:

Beiswanger and Pettit will receive the standard 7¢ a mile for their trip to Havre to attend the Alumni meeting. An allocation of \$219.65 was granted to Shaffroth and Pettit for their trips to the NSU conventions. Swarens moved we accept Beller's report, and Stanchfield seconded. Passed 13-0.

ATHLETIC DEPT:

This department is having a hard time operating effectively on the money they receive. Athletic activities have doubled, but there has been no raise in activity fees since 1941. The question of raising the activity fee must be discussed. Ulrich moved we table the matter until next fall since nothing can be done right now. Swarens seconded. Passed 13-0.

TRADITIONS BOARD:

Mike Linn said they would like new uniforms for the cheerleaders and the pom pom girls, and megaphones for the cheerleaders. Metcalf moved we table the discussion of new uniforms until next fall. Beller seconded. Passed 11-2. (Hansen and Datsopoulos opposed.) Stanchfield moved that ASU buy new megaphones for the cheerleaders. Datsopoulos seconded. Passed 13--1. Linn presented the pattern of a new MSU flag for approval. At the motion of Metcalf, second of Ubl, it passed 13-0.

SCHOOL NAME:

There was move discussion about changing the name of MSU. Pettit and Beiswanger will attend the Alumni meeting in Havre on June 14, to get their opinion.

ELECTIONS:

Ulrich presented a revision to the By-Laws concerning the Elections Committee. Ulrich moved we accept these changes. Stanchfield seconded. Passed 13-0.

Things to consider over the summer are;

The resolutions

By-Laws

Change of school name

A High School Week

There being no further business the meeting was adjourned  
until next fall.

Respectfully submitted,

*Jan Tustison*

Jan Tustison

ASISU Secretary

Present: Pettit, Stanchfield, Tustison, Beller, Martin, J.  
Coswell, Christian, R. Coswell, Hansen, Metcalf, Swarens.  
Ulrich, Datsopoulos, Risse, Werner, Shaffroth, Hulbert, Linn.